




DEPARTMENT OF THE TREASURY
UNITED STATES MINT
WASHINGTON, D.C. 20220
April 15, 2018

DIRECTOR
OF THE
MINT

MEMORANDUM FOR ALL UNITED STATES MINT EMPLOYEES

FROM: David J. Ryder 
Director
United States Mint

SUBJECT: Equal Employment Opportunity, Anti-Harassment, and Diversity Policy Statement

One of the United States Mint's guiding principles is mutual respect, allowing each employee to contribute to our critical mission to his or her full ability. As the Director of the United States Mint, I am personally committed to enforcing a zero-tolerance policy for any form of discrimination and harassment, including sexual harassment at the United States Mint. Discrimination and harassment in any form are illegal and will not be tolerated at the United States Mint. Every employee, including managers and supervisors, are reminded of his or her responsibility to fully cooperate within the equal employment opportunity (EEO) process and to comply with applicable laws and policies to prevent discrimination, harassment, and reprisal. Additionally, within the EEO process, we are all responsible for seeking early and reasonable resolution at the lowest possible level.

The core of EEO is the right to work and advance on the basis of merit, ability, and potential, free from discrimination or harassment. We are committed to providing and maintaining a work environment that is free of discrimination and any form of harassment. It has been, and will continue to be, the United States Mint's policy to ensure EEO for its employees and applicants without regard to race, color, religion, sex, national origin, age (40 years of age and over), physical or mental disability, sexual orientation, parental status, protected genetic information, pregnancy, or reprisal for opposing discriminatory practices or participating in the EEO process. This policy covers all management practices and decisions, including recruitment and hiring practices, appraisal systems, promotions, training, career development, and working conditions.

Employees who believe they are experiencing unlawful discrimination or harassment should bring their concerns to the attention of their supervisor, a member of their management team, or to their servicing local EEO office. All employees and applicants must be able to exercise their right to elect the EEO process, oppose discriminatory practices, and engage in whistleblowing or exercise any other appeal right provided by law without fear of retaliation.

It is important that we continue to foster a culture of inclusion and respect at the United States Mint and promote an environment that embraces diversity. Further, the United States Mint is committed to maintaining a work environment where individual differences are valued. Any actions (e.g., racial or sexual epithets, foul language, unwanted sexual advances, ethnic jokes, derogatory statements, posters, drawings, or slurs) that create a hostile, intimidating, or offensive

environment will not be tolerated in our workforce. The United States Mint will continue to strive to ensure its workforce reflects the Nation's diversity.

All of us play a role in making the United States Mint an employer of choice, where all are treated with dignity and respect as part of our day-to-day service. With your support and engagement, we can ensure workforce diversity and equal opportunity are our greatest strengths.